

SUBMITTAL CHECKLIST

for Section 425 and 433 Agreements

(Plats, developments with public roads, developments with a downstream drainage course to be established as a county drain, or a downstream drainage course that needs to be improved or added as a branch/extension of an existing county drain.)

Development Name: _____
Location: _____

Date: _____
Reviewed By: _____

	<u>Date Received</u>	<u>Date Accepted</u>
Initial Reviews		
1. PRELIMINARY: Preliminary plat or site plan, application, calculation package and fees (submittal fee and review deposit)	_____	_____
2. CONSTRUCTION: Construction drawings, application, calculation package and fees (submittal fee and review deposit if preliminary review omitted)	_____	_____
Prior to Construction Drawing Approval		
3. Specifications for public drainage system components	_____	_____
4. Copies of restrictive covenant or master deed language	_____	_____
5. Recordable release of rights-of-way within the plat provided in the name of the drainage district	_____	_____
6. Recordable release of rights-of-way for downstream properties, or flooding easement agreement	_____	_____
7. Certification of adequacy of existing receiving drains/no net increase in storm water	_____	_____
- OR -		
Approval has been given for any improvements required to existing county drains	_____	_____
8. Drain permit application and fee	_____	_____
9. 425 Application	_____	_____
- OR -		
A drainage district has been established (adjusted) and a 433 Agreement submitted	_____	_____
- OR -		
A letter of commitment from the local municipality, governmental agency, or association has been executed	_____	_____

	Date Received	Date Accepted
10. Maintenance fee (per Sections 425 and 433)		
11. Recording deposit		
12. All additional fees paid for engineering review		
Prior to Issuance of a Grading (SESC) Permit and Construction		
13. Evidence of contractor's insurance coverage (for work on county drain only)		
14. Itemized cost of construction for county drain work		
15. Inspection fee		
When Drain Commissioner Signs Final Plat Prior to Completion of Construction		
16. The Proprietor has entered into an agreement with the Drain Commissioner and has posted surety for faithful performance of the agreement		
Upon Completion of Construction		
17. Inspection reports (for work on county drain only)		
18. Determine practicality and final acceptance of county drain by Drain Commissioner		
19. Acceptance of roads by County Road Commission (for public roads only)		
20. Certification that county drains and storm water system have been improved in accordance with approved construction drawings		
21. Construction record drawings		
22. Drain Commissioner releases surety (posted per item no. 16)		
Prior to Final Plat Approval and/or Prior to Release of Recording Deposit		
23. Evidence of municipal approval of preliminary plat		
24. Copy of recorded Restrictive Covenants or Master Deed Liber ____ Page ____		
25. Guarantee for repairs (repair bond or letter of credit) of any defects in the work for a period of one year		
26. Recorded Easements Liber ____ Page ____		
27. Recorded 433 Agreement Liber ____ Page ____		
28. Route and Course Description (for county drain)		
29. Drainage District Map and legal description		
30. Assessment Roll		
31. Copy of recorded Maintenance Agreement		

	Date Received	Date Accepted
(if association or corporate entity wishes to perform routine maintenance)		
32. Drain Commissioner signs final plat		
33. Drain Commissioner returns remaining review and recording deposits (posted per item nos. 1 and 11)		
One Year After Final Completion of Construction		
34. Drain Commissioner returns repair bond or letter of credit (posted per item no. 25)		